C I T Y M A N A G E R S B U L L E T I N

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CITY MANAGERS' ASSOCIATION

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SEVENTH ANNUAL MEETING LARGEST YET

The Seventh Annual Meeting of the City Managers' Association, held at Cincinnati, November 15th to 17th, was the largest and most enthusiastic convention in the society's history. Ninety delegates registered, of whom nearly one-half were city managers, and many guests failed to record their presence. The program which had been developed from suggestions made by the members of the association evidently filled the bill. Practically every subject brought forth generous discussion. The complete proceedings will be published in our Seventh Yearbook early in 1921. The officers for the new year are: President, A. W. D. Hall, Jackson, Michigan; 1st Vice-President, George M. Zimmerman, Sandusky, Ohio; 2nd Vice-President, Edwin J. Fort, Niagara Falls, New York; 3rd Vice-President, Wilder M. Rich, Goldsboro, North Carolina; Executive Secretary, Harrison G. Otis, New York City.

CONSTITUTION AND BY-LAWS REVISED

The constitution and by-laws of the City Managers' Association have been revised to meet the growing needs of the organization. They appear in their new form attached to this bulletin. A brief explanation of some of the changes is made for the benefit of those unable to attend the meeting.

It will be noted that article 3 of the constitution, places the association on the manager plan by making the office of executive secretary appointive instead of elective, his tenure and compensation being determined by the executive committee. Article 4 is simply a recognition of the executive committee provided for by resolution passed a year ago.

The most radical change has been in the matter of membership and dues, as will be observed by a study of the by-laws. Hereafter membership will be limited to city managers, although resignation as city manager does not invalidate such membership. The term subscriber has been substituted for associate member, in view of the fact that most of our former associate members were in reality subscribers to our literature and information service. The term "associatat member" was found to be misleading. All of our former associate members automatically become subscribers, but their dues will not be raised until the expiration of the year for which their accounts have been credited at the old rate.

Article 3 of the by-laws, provides for contributors so as to make possible a budget sufficient for the employment of a paid staff as the work of the association grows.

In view of the fact that the National Municipal League has found it necessary to increase the special subscription rate to the association, from the former charge of $2.00 each to $4.00 each, and because of the increase of other expense items, the dues of members and associates have been correspondingly increased. Hereafter all members receiving salaries of $5000 or less as city managers, all former managers and subscribers will be charged $10.00 per year. Members whose salaries as managers exceed $5000 will be charged an additional $5.00 for each added $2500, or any fractional part thereof. During the time that theassociation is not in session, the executive committee will serve in the capacity of directors.

YEARBOOK ADVERTISING

Following our custom of the past two years, all members of the association are invited to cooperate in securing advertisements for our Yearbook. You will find enclosed herewith letters addressed to you which you are at liberty to forward to firms whose services you have found to be satisfactory. It is suggested that you attach to these letters in forwarding, brief notes explaining that you are recommending these firms to the secretary of the association, and asking him to reserve space pending their confirmation. The purpose of this is two-fold. It is designed primarily to secure a list of advertisers whom members may patronize in full confidence. Secondly, it tends to increase the interest of such firms in the city manager movement.

Upon mailing out these letters, kindly send a list of the firms to the association secretary.

PUBLIC RECREATION REPORTS

One of the most interesting features of our convention program was the roll call reports from city managers as to what is being done in their own cities to promote public recreation. These reports will, of course, be published in our Yearbook, but in order that no city may be overlooked simply because its manager was not present, an urgent request is hereby made that every city manager, whether a member of the association or not, send in a very brief statement on this subject to be added to the reports already on file.

MANAGER'S SALARY $16,000 AT NORFOLK

The city council of Norfolk, Va. has increased the salary of City Manager Charles E. Ashburner to $16,000 for 1921. Mr. Ashburner is the oldest city manager in the country from the standpoint of service. He entered the field as general manager at Staunton, Va. in 1908, serving till 1911. He became manager at Springfield, Ohio, in 1914, resigning in the fall of 1918 to accept the Norfolk position. This is the second time the Norfolk council has increased the salary of its manager. His salary at Springfield was $6000. Norfolk employed him at $9000, raising the amount to $12,000 in less than a year, and has now added $4000 more as an endorsement of Mr. Ashburner's services to the city.

CITY MANAGER BILL FOR NEW JERSEY

Senator William H. Parry of Newark, is planning to introduce in the legislature at the coming session, an optional city manager bill to permit New Jersey cities to adopt the manager plan by referendum. This is the third attempt to secure such legislation in New Jersey, and several cities are already toeing the mark to see which shall be the first to land on the list of city manager municipalities if the bill becomes a law.

APPOINTMENTS

Avalon, Calif. The report that A. B. Waddingham is serving as city manager has been confirmed. The population of Avalon as given by the census taker is 670 but since the city is a pleasure resort on Santa Catalina Island, it often serves as hostess to 10,000 tourists. The manager plan was adopted by ordinance in September 1919. Mr. Waddingham is an engineer and his salary is $4800. This salary amount establishes a record for a city of less than 1000.

Orange City, Iowa. Everett L. Blood of Grinnell, has been appointed city manager under provisions of an ordinance passed by the Orange City Council in October. The population of Orange City is given as 1445.

CONSTITUTION AND BY-LAWS of THE CITY MANAGERS' ASSOCIATION

CONSTITUTION

Article 1. - Name. - The name of this organization shall be: THE CITY MANAGERS' ASSOCIATION.

Article 2. - Object. - The purpose of this Association shall be to promote the efficiency of City Managers and municipal work in general.

Article 3. - Officers. The officers of this Association shall be: a president, a first, a second, and a third vice-president, an executive secretary, and such other officers as may be found necessary. All officers other than the executive secretary shall be city managers of at least two years experience in active service, and their terms of office shall be one year, or until their successors are elected and qualified, excepting that any office other than that of executive secretary, shall automatically be vacated upon the retirement of the encumbent from active service as city manager, in which event the usual succession in office shall follow, the resulting vacancy to be filled by a majority vote of the executive committee. The executive secretary need not be a city manager. He shall be appointed by a majority vote of the executive committee, and his tenure of office and compensation shall be determined by the committee.

Article 4. - Executive Committee.- The executive committee shall consist of the active officers and former presidents of the Association remaining in active service as city managers and in good standing as members of the Association.

Article 5. - Elections. - At each annual meeting, the Association shall elect by ballot the officers enumerated in Article 3, except that the position of executive secretary shall be filled as above provided.

Article 6. - Amendments. - This Constitution may be altered, amended or repealed by a majority vote of the members of the Association present at any annual meeting.

BY-LAWS

Article 1. - Members. - Any person who is the administrative head of a municipality, appointed by its legislative body, at the time of his enrollment, is eligible to membership and may be enrolled as a member of this Association upon approval by the executive secretary and payment of proper dues. Members shall enjoy full privileges of the Association, but voting by proxy shall not be allowed.

Article 2. - Subscribers. - Any person, firm or corpor ation, interested in municipal progress may become a subscriber to this Association upon approval of the executive secretary and payment of proper dues; such subscribers, however, shall not be eligible to hold office, to vote, nor to wear the society emblem, and shall be granted the privileges of the floor only upon permission of the presiding officer.

Article 3. - Contributors. - Any person, firm, or corporation, who shall contribute annually a substantial sum toward the budget of this Association for advancing its work, may be enrolled as a contributor upon approval by the executive secretary.

Article 4. - Penalties. - Any member or subscriber whose dues are in arrears for a period of one year, shall be automatically suspended from the Association.

Article 5. - Dues. - The dues of members of this Association shall be payable annually in advance; the amount shall be computed upon the basis of their salaries received as city managers, at the rate of $10.00 upon the first $5000, and $5.00 for each additional $2500, or any fractional part thereof. The dues of any member not in active service as a city manager, shall be $10.00 per year. The dues of subscribers to this Association shall be $10.00 payable annually in advance.

Article 6. - Duties of officers and executive committee. - The duties of the officers of this Association shall be such as by general usage are indicated by the title of the office. The president shall appoint such committees as may be necessary. The executive committee shall act in the capacity of directors, and shall supervise and control the affairs of the Association when the Association is not in session.

Article 7. - Financial Business. - The executive secretary shall transact the necessary financial business of the Association, keeping complete records of all transactions which shall be submitted for audit at the annual meeting of the Association. He shall give bond in such form and amount as determined by the executive committee.

Article 8. - Order of Business. - At the annual meeting of the Association the order of business shall be as follows, but may be suspended by the unanimous consent of those present:

1. Roll Call
2. Reading of Minutes.
3. Communications
4. Report of Secretary
5. Report of Committees
6. Election of Officers
7. Unfinished Business
8. New Business

Article 9. - Amendments. - These By-laws may be altered, amended or repealed at any regular meeting of the Association by a majority vote of the members present.

As revised by unanimous vote of The City Managers' Association
The Seventh Annual Meeting, Cincinnati, Ohio, November 17, 1920.